

## FROSTPROOF ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Dart Meyers, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

### Assurances

- The school will be governed by the statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 9101(32), ESEA;
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(b)(1) and (c)(3)];
- Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1118 (b)(1)];
- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the schoolwide program plan under section 1114(b)(2) [Section 1118(c)(3)];
- Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy [Section 1118(a)(E)];
- If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];
- Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
- Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; and
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section (h)(6)(A)].

  
Signature of Principal or Designee

9/30/16  
Date Signed

### Mission Statement

#### Parental Involvement Mission Statement (Optional)

**Response:** The Mission at Frostproof Elementary is to provide all students with learning experiences that result in high student achievement by demonstrating mastery of their grade level Florida Standards.

District and school based Title 1 Parent Involvement Programs in Polk County will strive

to BUILD RELATIONSHIPS to create real family engagement for every child, every family, every teacher, every day.

## Involvement of Parents

Describe how the school will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used [Sections 1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

**Response:** Frostproof Elementary will host School Advisory Council (SAC) meetings eight times a year. The meetings will take place the third Wednesday of the month, starting with September 21, 2016. Parents will make up part of the SAC committee. The members of the SAC committee will be elected as per the guidelines. They will be informed 2 weeks prior the meeting about the date and time. During the meeting Title I programs, Parental Involvement and budget including the 1% expenditure will be discussed. Agendas, sign in sheets, and minutes of SAC meetings will be used as documentation.

## Coordination and Integration

Describe how the school will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [Section 1118(e)(4)].

count	Program	Coordination
1	IDEA	ESE Teachers will meet with ESE families once each school year to update and review IEP.
2	School Readiness/VPK, Head Start	Oleda Johnson, Kindergarten Round Up(Testing of Students), PreK-2 Frozen Math Night, PreK-2 Science STEM Night, Parent Resource Room.
3	Florida First Start	Kyra Clark, 0-3 years
4	Parent Resource Room	Anna Loazia, Parent Universities, homework help, resources and materials

## Annual Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents of participating children about the school's Title I program, the nature of the Title I program (schoolwide or targeted assistance), Adequately Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity [Section 1118(c)(1)].

count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Annual Meeting Notice/flyer	Title I Parent Involvement Facilitator/Literacy Coach	September 15, 2016	number in attendance
2	Annual Meeting reminder stickers/School Messenger Message/Marquee	Title I Parent Involvement Facilitator/Literacy Coach	September 15, 2016; September 21, 2016	number in attendance
3	Title I Presentation(What is Title I, Rights of Parents, etc.)	Title I Parent Involvement Facilitator/Literacy Coach	September 22, 2016	survey, end of the year survey

## Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care, or home visits, as such services related to parental involvement [Section 1118(c)(2)].

**Response:** Frostproof Elementary will host school-wide Conference Night twice per year. The first Conference Night will take place on Wednesday, November 2, 2016 from 3:30pm-6:30pm. The second school wide Conference Night will be on Wednesday, March 1, 2017 from 3:30pm-6:30pm. Teachers will also be available before and after school and during planning for conferences.

## Building Capacity

Describe how the school will implement activities that will build the capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement [Section 1118(e)]. Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child's academic achievement [Section 1118(e)(2)]. Include information on how the school will provide other reasonable support for parental involvement activities under Section 1118 as parents may request [Section 1118(e)(14)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Dads take children to school day- School will provide fathers with resources and material to support their child's education	Administration/ Reading Coach	Fathers will be involved in their child's learning.	9/28/16	Evaluation forms
2	Wild about Reading Night	Administration/ Reading Coach	Strategies and activities to promote student success in English Language Arts (ELA) and mastery of the Florida Standards	10/20/16	Evaluation Forms
3	Conference Nights	Teachers	Teacher will communicate with parents ways to help child at home	11/2/16 and 03/1/17 3:30-6:30	Evaluation Forms
4	Science Night	Administration/ Reading Coach/ Orlando Science Center	Engage students and parents into science standards and experiments	1/19/17	Evaluation Forms
5	Math Frozen Night	Administration/ Teachers	Engage parents and students in hands on math activities that align with Florida Standards	2/23/17	Evaluation Forms
6	Kindergarten Round-up	Kindergarten Teachers	Students assessment for placement	Spring 2017	Evaluation Forms
7	Family Media Nights	Media Specialist	Engage students and parents to increase reading and writing skills for students	September 2016-April 2017	Number of families in attendance

## Staff Training

Describe the professional development activities the school will provide to educate the teachers, pupil services personnel, principals, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1118(e)(3)].

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	RTI/ Interventions	Administration	Enhance positive response to interventions	Ongoing 2016-2017	Walk-throughs/ staffing meetings
2	Presentation Parent Involvement at Faculty Meeting	Debbie Wyre/ Parent Volunteer Facilitator	Increase the level of involvement of parents to become active in the decision made at the school.	September 2016	Parent evaluations
3	Effective Communication for Classroom Teachers	Administration/ Reading Coach	Making parents feel more welcome at a school to increase their participation.	October 2016	Evaluations

## Other Activities

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more fully participating in the education of their children [Section 1118 (e)(4)].

**Response:** Activity: Newsletters

Specific Steps: Collect monthly information to include in newsletter

Person Responsible: PTO President, Parent Involvement Facilitator, Secretary

Timeline: Monthly

Evaluation: Talk to parents to ask if they keep informed with the newsletter and using Title 1 Survey Data.

remind- texting app to communicate important information to parents

Facebook/ Twitter- share events with families

Activity: School Messenger (If Available)

Specific Steps: Record announcements then call every parent to keep them informed or remind them about upcoming events and activities.

Person Responsible: Principal, Assistant Principal

Timeline: Throughout the year

Evaluation: Talk to parents to ask if they keep informed with School Messenger

Our school has a Parent Resource Room that is available for families.

Southeast Region @ Frostproof Elementary 863-635-8600

#### Hours of Operation

Monday, Wednesday, and Friday from 7:30 AM to 3:00 PM and

Tuesday and Thursday from 10:30AM-6:00 PM or 10:30AM -8:00 PM for evening classes.

Here are a few things the centers will offer families of a Title I student!

-- Informational brochures and pamphlets on a variety of topics.

- Information on local community resources, including ACCESS

- Materials to check out and use at home with your child.

- Parent Resource Library

- ACT/SAT test prep materials

- GED study guides and adult school information.

- Visits from the Books Bridge Bus

- Quarterly visits from AGAPE mobile food pantries.

- Learn English with Rosetta Stone.

- Computers for parent use.

- Bilingual materials

- Information on the Para Pro Test

- First Aid CPR classes

- Family Games and Leapfrog

- HOMEWORK HELP on Tues/Thurs from 3-6 PM

The centers will offer many classes and workshops as part of our first Parent University.

Here are some of the workshop topics that will be offered; bullying, positive parenting, behavior, financial literacy, interviewing for a job, substance abuse, academics, graduation requirements, testing, writing a resume, using your public library, healthy cooking, internet safety, bike safety, stranger danger, and many other topics!

Parents can register for classes on our website or by calling the center.

Parent Center Website [www.polk-fl.net/parents/involvement/pirc.htm](http://www.polk-fl.net/parents/involvement/pirc.htm)

Parent University Website [www.polkfl.net/parents/involvement/plugin.htm](http://www.polkfl.net/parents/involvement/plugin.htm)

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## Communication

Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]:

- Timely information about the Title I programs [Section 1118(c)(4)(A)];
- Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet [Section 1118(c)(4)(B)];
- If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children [Section 1118(c)(4)(C)]; and
- If the schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will include submit the parents' comments with the plan that will be made available to the local education agency [Section 1118(c)(5)].

**Response:** Frostproof Elementary will provide parents with Title I information through the Annual Meeting, the Parental Involvement Summary, and through workshops. The Annual Meeting will take place on September 22, 2016. The Parental Involvement Summary will go home September 15, 2016. Teachers will review compacts with parents during the Title 1 Annual meeting and conferences. Workshops will be hosted at our school to inform parents about our reading curriculum on October 20, 2016 and a Math Frozen Night will be held on Feb.23, 2017. Students will get stickers for agendas with information reminders for parents.

Parents will receive important information via Facebook, Twitter, remind, school website and monthly newsletters.

Title I information will also be shared through SAC meetings. These will take place monthly starting in September and concluding in May resulting in approximately 8 meetings.

The school compact will be sent home on August 15, 2016. The compact will contain information about assessments used to measure student progress as well as other useful information.

Along with the students report cards will be an attached document that explains the proficiency level a student is at and where the student should be.

Parent meetings will be available before and after school. During school, according to each teacher's schedule and finally during our two yearly school wide conference nights.

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## Accessibility

Describe how the school will provide full opportunities for participation in parental involvement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1118(e)(5) and 1118(f)].

**Response:** Frostproof Elementary will invite all FES families to different activities throughout the school year. All parents will be notified through flyers, newsletters, reminder stickers, and School Messenger. The information will be sent home in English and Spanish, translated by our Spanish speaking Parental Involvement Paraprofessional.

The school is equipped with handicapped ramps and facilities to accommodate parents with disabilities.

## Discretionary Activities

Discretionary School Level Parental Involvement Policy Components Check if the school does not plan to implement discretionary parental involvement activities. Check all activities the school plans to implement:

count	Activity	Description of Implementation Strategy	Person Responsible	Anticipated Impact on Student Achievement	Timeline
1	Maximizing parental involvement and participation in their children's education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)];	Conference Nights	Title 1 Program Facilitators, Administration, Teachers	Student achievement is increased with more parental involvement.	2 times per year
2	Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and	Weekly Family Media Nights- Families read together in the media center and students take AR tests.	Media Specialist	Improve student reading skills.	Thursdays September 2016-May 2017

## Upload Evidence of Input from Parents

Upload evidence of parent input in the development of the plan.

[Uploaded Document](#)

## Upload Parent-School Compact

Note: As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

Upload an electronic version of the Parent-School Compact.

[Uploaded Document](#)

## **Upload Evidence of Parent Involvement in Development of Parent-School Compact**

Note: As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].

Upload evidence of parent input in the development of the compact.

Uploaded Document

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## **Evaluation of the previous year's Parental Involvement Plan**

### **Building Capacity Summary**

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children [Section 1118 (e)(1-2)]. Include participation data on the Title I annual meeting.

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Sail into Reading - Parents learn reading skills to help their children read. This year we had the p	1	30	Learn Reading Skills
2	Frozen Math Night!- Parents and students are engaged in Math activities	1	109	Learn Math Skills
3	Kindergarten Round Up- Register Kindergarten child	1	56	Student assessment for placement.
4	Science Night-Parents and students are engaged in Science activities.	1	42	Learn Science Skills
5	Books and Breakfast	1	130	Strategies for reading at home
6	Donuts and Dads	1	118	parental support

### **Staff Training Summary**

Provide a summary of the professional development activities provided by the school during the previous school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1118 (e)(3)].

count	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	How to conduct parent conferences	1	25	increase level of communication
2	Working with volunteers	1	25	increase level of parent involvement at school

### **Barriers**

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background) [Section 1118(a)(E)].

count	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
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### **Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the previous school year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

count	Content/Purpose	Description of the Activity
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